



TRI-VALLEY SPECIAL EDUCATION LOCAL PLAN AREA
BOARD OF TRUSTEES
January 13, 2020 MEETING MINUTES

IN ATTENDANCE: **Board Members:** Dan Nelson (Mountain House); Joan Laursen (Pleasanton); Megan Rouse (Dublin); Denise Kent-Romo (Sunol); Monica Vaughn (ACOE)

Staff/CAC: Nanette Gray (SELPA); Correna Kelley (SELPA); Rebecca Williams (SELPA); Shubala Mani (SELPA); David Bona (CAC); Frank Selvaggio (Livermore); Jennifer Chiarelli (Dublin); Sheilagh Andujar (ACOE); Molleen Barnes (Sunol Glen);

GUESTS: Ed Diolazo, Assist. Supt. (Pleasanton); Dr. Matthew Campbell, Assist. Supt. (Dublin); Mike Biondi, Assist. Supt. (Livermore)

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE: 6:01PM

Joan Laursen called the meeting to order.

II. APPROVAL OF AGENDA

A motion was made to change the order of the items on the agenda moving item 5b, up to 5a. Motion was made by Megan Rouse and seconded by Denise Kent-Romo. Those present unanimously approved the motion.

III. APPROVAL OF MEETING MINUTES: 09/23/2019

A motion to approve the minutes of the Board Meeting held on 09/23/2019, motion was made by Megan Rouse and seconded by Denise Kent- Romo. Those present unanimously approved the motion.

IV. REQUESTS TO ADDRESS THE BOARD

No public requests were made.

V. ITEMS FOR REPORT, DISCUSSION AND POSSIBLE ACTION

a. APPROVE SPECIAL EDUCATION INFORMATION SYSTEMS (SEIS) CONTRACT

i. 2020-21 SEIS Contract for LEAs/ACOE

The current SEIS contract is individualized per each LEA and the ACOE. Current cost for all member districts and ACOE is a total of \$51,000. If the individual contracts were combined into one SELPA contract, the cost would decrease to a total of \$21,899. The Senior Director explained that this would make the most fiscal sense and that SELPA recommends using RS/PS funds to cover the single contract cost. Megan questioned if all the District data would remain the responsibility of each District, the Senior Director answered yes. She explained that the SELPA currently has and will continue to have



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access to all districts' data. The contract will be effective next Fiscal year, 7/1/2020. Motion was made by Megan Rouse to approve, Joan Laursen seconded, and the motion passed unanimously.

ii. SEIS Custom Programming and Maintenance for Individual Family Service Plan (IFSP)

The Early Start infant program is currently using the interface of SEIS, but can't update directly in the database. They are currently filling out PDF forms and uploading copies to SEIS. This often leads to errors in the infant data. The proposal is to add a 3 year contract, for a one-time fee of \$3000.00 and an annual fee of \$1087.00 (based on number of infants being served by SELPA). The Senior Director recommends the use of RS\PS funds. Joan stated she is more concerned about the possibility of being out of compliance, than the cost of the contract. Motion was made by Megan Rouse to approve, Joan Laursen seconded, and the motion passed unanimously.

b. APPROVE CHANGE IN LOCAL PLAN LANGUAGE FROM "EXTRAORDINARY COST POOL FOR SMALL DISTRICTS" TO "SMALL LEA ASSISTANCE".

SELPA Director and the SELPA Fiscal Team agreed to make a recommendation for a wording change. The language was developed 3 years ago using a funding model. Superintendent Molly Barnes Sunol Glen explained that the team spent several days with School Services coming up with the language. Because the two small districts have economies of scale, if there was an extraordinary need for Sunol or Mountain House; it could be financially devastating to the districts. Extraordinary costs for small districts are often considered ordinary costs for the larger districts. Motion was made by Megan Rouse to approve, Dan Nelson seconded, and the motion passed unanimously.

c. APPROVE CLINICAL SERVICES CARRYOVER

In the beginning of the 2019-20 school year, the Board approved to disperse carryover funds from the SELPA AU and Clinical Services back to the member districts/ACOE. It was also recommended by the special education directors and the fiscal team members to allow Clinical Services to retain \$100,000.00 of the \$628,000.00 carryover funds. The purpose is to support the various SELPA counseling enriched (CE) programs that need extra monetary support to provide training and consultation. These trainings and consultations with classroom teams are provided by outside agencies. The proposal is to hold the \$100,000.00 back for Clinical Services to allow extra supports as needed. Motion was made by Megan Rouse to approve, Dan Nelson seconded, and the motion passed unanimously.



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d. APPROVE .1 FTE INCREASE FOR SELPA DEAF/HARD OF HEARING SPECIALIST

There has been an increase in the level of deaf/ hard of hearing (DHH) services for the SELPA's Early Start Program and the number of infants needing DHH services. A typical Deaf/Hard of Hearing direct infant service can range from 1x a month to 4x a month depending on the unique needs of the infant. The proposal given by the Senior Director is to increase the FTE from 2 days to 2.5 days a week to meet the growing demands. Joan Laursen asked if this position is being staffed by an employee, and if we are committed to funding it this way through the end of the school year. Joan Laursen expressed the need to be clear that the SELPA is not committed to this increase through 2020-2021. Frank Selvaggio asked what population is being served, Senior Director answered, Infants, ages 0-3. Monica Vaughn asked why there would not be an increase in the approved SELPA budget. Senior SELPA Director answered that the SELPA anticipated this increase; therefore, this increase was budgeted for in the approved SELPA budget. Ed Diolazo stated that the DHH FTE position will be evaluated based on the need to determine further increases. The .5 FTE increase is temporary through the remainder of the 2019-20 fiscal year. Motion was made by Megan Rouse to approve, Dan Nelson seconded, and the motion passed unanimously.

e. REVIEW LOCAL PLAN TIMELINE

Nanette Gray informed the Board that every SELPA in the state must update their local plan, to make it in compliance. The Plan needs to be reviewed by Community Advisory Council (CAC) 30 days before the SELPA Board reviews, anyone can attend these meetings. There were some conflicting dates as to the approval date, but to err on the side of caution, SELPA would like each LEA to approve by 06/30/2020. Joan Laursen asked if the meetings can be held without a Quorum, and if there are changes recommended by the Governance Council, how will that work? Dan Nelson asked if it can be reviewed and emailed, Joan Laursen would like to get contracts addressed and reviewed in advance. Joan Laursen will give suggestions, Nanette Gray will add where necessary.

f. BUDGET UPDATE

i. Clinical Services Budget

The budget remains within the guidelines, some expenses have not yet occurred, due to invoices showing up at the end of the fiscal year. Tom Gray, Pleasanton USD Finance Director, discovered that the funding for Mental Health (6512) Clinical Services is prohibited from using funds unless the funds are directly related to serving students. The SELPA director and the Assistant Director of Clinical Services verified with CDE if Tom Gray's analysis was accurate. They confirmed. Clinical Services will have to roll approximately \$50,000.00 into the SELPA AU budget. Matt Campbell clarified that the monies must be directly tied back to students, and Joan Laursen stated since Clinical Services is under budget in salaries and benefits, it will help to be able to move funds easily.



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ii. SELPA AU Budget

The budget remains within the guidelines. \$75,000.00 has been moved to contracted services to cover for the Speech Therapist position, as it is currently filled by a contractor. If the position gets filled by a Pleasanton USD employee, the monies will be moved back to Payroll/Benefits. The money is very fluid and can be easily moved from one account to another.

VI. STANDING REPORTS

A. TRI VALLEY DIRECTORS COUNCIL

i. Frank Selvaggio gave an update for Livermore USD. One of the CE Elementary classrooms moved from Smith Elementary School to Lawrence Elementary, and was a successful first day. Matt Campbell asked about the audit, Frank stated he has seen a trend as to why some groups are being over-represented in Special Education. There was an internal audit performed in Livermore, which included 18 people. More staff will be hired; however, it can be difficult for staff when they are not trained on how to deal with certain behaviors effectively.

ii. Jennifer Chiarelli gave an update for Dublin USD. Special Education currently has 988 students, although this number will probably grow as there are many Initial IEPs being held at all levels. There is currently an opening for a .6 Occupational Therapist, Dublin is looking to non-categorize some Mild/ Moderate and Moderate/ Severe preschool classrooms to make it easier to spread the population in to other classes and call them non- categorical. Compliance findings will be turned in Thursday, while there is some information in Procedural Safeguards that was found to be out of compliance for timelines, it is a form that has been issued directly from CDE.

iii. Ed Diolazo gave an update on behalf of Mary Jude Doerpinghaus for Pleasanton USD. Special Education currently has 1478 students, with the percentage of the total population being around 9.8%, the trend for California is around 12%. There is a need for certified and trained behavior specialists, and registered behavior techs. In October 20 students' files were reviewed, based on ethnicity and there was a review for compliance. 2 out of the 20 came up as needing more review.

B. COMMUNITY ADVISORY COMMITTEE

David Bona, Co-Chair for the CAC was present to give a report. He stated there is a flurry of activity right now as the Annual Resource and Transition Fair is coming up on February 29. They are hoping to have 40 vendors and it will be held at the Student Union at Dublin High



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School. There will be break out topics, specialists and there will be a survey conducted to get feedback after. The MAD (Make a Difference) awards are coming up April 22, the location will be Livermore High School Theater.

C. ASSISTANT DIRECTOR FOR CLINICAL SERVICES

Nanette Gray gave a brief update on behalf of Correna Kelley. There have lots of great results from the Non-Public Agency that has gone in to help in Livermore. Correna will be presenting to parents on February 1, with two Mental Health Clinicians, spearheaded by City of Pleasanton.

D. SELPA SENIOR DIRECTOR

Nanette Gray gave an update for the SELPA office. Some news on State Bills, the one gathering the most controversy, is AB605. Which states that if a student moves districts, the devices they are using can go with them, until the new district can purchase the devices. There is a strong likelihood that these devices will not be returned to the previous districts and these are often very expensive pieces of equipment. AB1172 states there should be on-site monitoring of students placed in Residential Treatment Centers, the concern is who does the monitoring, what about out of state centers, how much increase to the budget will this cost? There was a fundraiser at Campo di Bocce, for Special Olympics. SELPA staffing has been affected due to the DHH teacher being out on Maternity leave. SELPA has just found a replacement to provide services while the teacher is out.

VII. BOARD DISCUSSION / REQUESTS

- a. Nothing.
- b. Future Agenda Items

Joan Laursen asked of the Governance Council, if there is anything that would make the meetings more meaningful, or that they would like to have more in depth conversations about, to please let us know.

VIII. ADJOURNMENT

Meeting adjourned at 7:11pm